



BUILDING DEPARTMENT
6611 RIDGE ROAD
PARMA, OHIO 44129
440-885-8035
440-885-8039 FAX

DATE MAILED: _____

VACANT RESIDENTIAL PROPERTY REGISTRATION

1. Address of Property: _____ PPN: _____

Is this property: _____ Single Family _____ Two Family

Ward: _____

2. Owner Information:

Name: _____ Soc. Sec. No. or E.I.N.: _____

Address: _____ (REQUIRED) Phone: _____

City: _____ State: _____ Zip: _____

3. Local Agent or Representative Information:

Name: _____ Soc. Sec. No. or E.I.N.: _____

Address: _____ (REQUIRED) Phone: _____

City: _____ State: _____ Zip: _____

4. Please list names, addresses and telephone numbers of all persons with any legal interest in the property, building and premises:

5. Fees: In accordance with Section 1715.03 of the Codified Ordinances of the City of Parma, a fee of \$150.00 is required to be submitted along with this registration and a vacant building plan for the first year of vacancy.

If the property remains vacant for a second year without a building plan being completed, an additional fee of \$350.00 will be required to be submitted along with a registration form and vacant building plan.

If the property remains vacant for a third year without a building plan being completed, an additional fee of \$750.00 will be required to be submitted along with a registration form and a vacant building plan.

Payment Due Date: _____. Please make check payable to the City of Parma.

BOARDING OF DOORS AND WINDOWS IS NOT PERMITTED.

For Office Use Only:

Date Paid: _____ Check No.: _____ Receipt No.: _____